AGIC 2019 Conference Committee Meeting Notes
July 18, 2019
10:00 am

In Attendance:
Kevin Blake
Robert Bush
Shawny Ekadis
Seth Franzman
Nicole Funicello
Jason Howard
Jenna Leveille
Lucas Murray
Jennifer Psillas
Mike Walck
Steve Whitney
Jeff Wilkerson

Committee coordination and meeting operation:
- No discussion.

Action Items:
Steve – Compile list of roles/tasks that we are looking for folks to take on, and distribute to the committee.

Outreach Committee Report:
- No discussion.

Action Items:
None.

Budget:
- Have the meeting planners provide weekly summary reports.

Action Items:
Steve – Ask the meeting planners to prove weekly summary reports for payments that they receive.

Steve/Lucas/Jenna – Take a closer look at the 2018 proceeds.

Venue coordination:

- AG and State Lands Risk Management folks reviewed our proposed use of conferenceshare.co, and based on their feedback, the A&L Committee recommends that we do not pursue this course for ride and/or room sharing.

Action items:
Steve – Provide the meeting planners with the conference specs.

Website:
- Volunteer of the year -> has this been included in any notices yet?

Action Items:
None.

Agenda & speaker coordination:
- Review presenter agreement for sharing their material, and for attendees recording their presentation, e.g. pics and video
    - Attendee recoding for your personal use, and no allowance for re-posting.
    - Suggestions –
        - Put something in the program, and at the registration desk regarding this.
- Hands-on workshops gaps to fill. -> All hands-on workshop slots are filled now.

Action Items:
??? – Develop content to address attendee recording of sessions.

Steve – Research further using the Prescott/Chino rooms for computer labs.

Exhibitor/sponsor participation:
(We did not receive an update for this month, so these numbers are from last month)
- Gold = 4
- Silver = 2
- Bronze = 7
- Other –
    - Luncheon/Evening Social = 1
    - Hospitality Room = Wed., Thu.

Action Items:
None.

Materials and mail-outs:
- No discussion.

Action Items:
All - Post conference notices/reminders to your professional media content, e.g. LinkedIn.

Registration:
- No discussion.

Action Items:
None.

Maps & Apps Challenge:
- Now on the website.
- Notice has been sent to student contacts.
- Logistics for purchasing Ken Field's book for prizes. -> Jenna will check with State Lands.
  - Need 5 books.

Action Items:
Steve – Get exact details on the poster boards.

Steve/Jenna – Look into purchasing Ken Field's book for prizes.

??? – Logistics planning for the Maps & Apps lightning round during the Wed. evening social.

Awards:
- Trivia contest awards –
  - 3 rounds, so up to 30 prizes
  - Prizes –
    - Water bottles

Action items:
Steve/Jenna – Research the purchasing of water bottles for trivia prizes.

All – Promote the two volunteer of the year awards every chance that you get.

Printing:
- No discussion.

Action items:
None.

Computer labs:
- No discussion.

Action items:
None.

Conference program:
- Logo status -> Peter is working on it.
- Welcome letter is in progress.
- Follow up on Ad deadline/status

Action items:
Jami/Steve – Work on final logo.

??? – What is the deadline for program advertisements?

T-shirts:
- No discussion.

Action items:
None.

Attendee Packet:
- No discussion.

Action Items:
None.

Social Events:
- No discussion.

Action Items:
Jennifer – Produce flyer for Friday kayaking.

General:
- Student scholarships –

- 2 TG scholarship applications have been received to date..
- Web content regarding the Maps & Apps submission, e.g. if they do not receive a scholarship, they still have to submit a map/app.

Action Items:
Jami/??? – Develop web content to address those situations in which a student applies for a scholarship, chooses to submit a map/app, does not get a scholarship, but they still need to submit their map/app.